Third Review Conference of the States Parties to the Convention on the Prohibition of the Use, Stockpiling, Production and Transfer of Anti-Personnel Mines and on Their Destruction

12 June 2014

Original: English

Maputo, 23 - 27 June 2014
Item 11 of the provisional agenda
Dates, duration and locations of future meetings

Estimated costs for the Fourteenth Meeting of the States Parties to the Convention on the prohibition of the use, stockpiling, production and transfer of anti-personnel mines and on their destruction

Note by the Secretariat

1. The Third Review Conference of the States Parties to the Convention on the Prohibition of the Use, Stockpiling, Production and Transfer of Anti-Personnel Mines and on Their Destruction, held in Maputo, Mozambique, from 23 to 27 June 2014, decided to convene the Fourteenth Meeting of the States Parties to the Convention in Geneva during the week of November 30 to 4 December 2015.

2. This document is submitted pursuant to the above-mentioned decision and provides estimated costs in the amount of US$346,800 for conference and non-conference servicing of the Meeting. A breakdown of these costs is provided in the attached table. It should be noted that the costs are estimated on the basis of past experience and anticipated workload. The actual costs will be determined after the closing of the Meeting when the exact workload is known. At that time, any adjustments in contributions by the participants sharing the costs will be made accordingly.

3. With regard to the financial arrangements, it will be recalled that, in accordance with article 14 (1) of the Convention, "the costs... shall be borne by the States Parties and States not parties to this Convention participating therein, in accordance with the United Nations scale of assessment adjusted appropriately".

4. Since preparations for the Fourteenth Meeting will involve costs that will need to be defrayed beforehand, and as the holding the Meeting shall have no financial implications for the regular budget of the United Nations, the Secretariat will prepare and issue assessment notices as soon as Third Review Conference of the States Parties has accepted the attached estimated costs in accordance with the established practice.

5. The States Parties should proceed with the payment of their assessed share of the estimated costs as soon as the assessments notices have been received.

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Title of session: **FOURTHEENTH MEETING OF THE STATES PARTIES TO THE CONVENTION ON THE PROHIBITION OF THE USE, STOCKPILING, PRODUCTION AND TRANSFER OF ANTI-PERSONNEL MINES AND ON THEIR DESTRUCTION**

Geneva, 30 November-4 December 2015

Conference-servicing items	Meeting Servicing $	Pre-session documentation $	In-session documentation $	Summary records $	Post-session documentation $	Support Services requirements $	Other requirements $	Total $
Interpretation and meeting servicing	104,300							104,300
Translation, reproduction, distribution		158,900	7,300		14,000			180,200
Support Services requirements [1/]						6,000		6,000
Other requirements [2/]							54,000	54,000
Total	104,300	158,900	7,300		14,000	6,000	54,000	344,500

* - at US$1=CHF 0.883

A. Total conference-servicing requirements (inclusive of 13% programme support costs)	344,500
B. Other costs:	
1) Equipment and supplies	2,000
Subtotal	2,000
Programme support costs @13% over B	300
Subtotal B	2,300
Grand total (rounded) A+B	346,800

1/ Sound technicians/recording (2 x 5 days) $4,300; Messenger (1 x 5 days) $1,700.

2/ Secretary (1 x 20 days) $9,000; Secretary (1 x 8 days) $3,600; Secretarial overtime normal (20 hours) $1,600; Documents control officer (1 x 5 days) $2,300; Documents distribution officer (1 x 5 days) $2,300; Dedicated assistance provided for accounting services and administration of financial resources $35,200